

Human Services Agency

P.O. Box 201056 • 102 South San Joaquin Street • Stockton, CA 95201-3006 • (209) 468-1000

John R. Vera
Director

January 13, 1998

Mr. Curtis Howard
Welfare -to- Work Division
California Department of
Social Services
744 P Street, MS 9-701
Sacramento, CA 95814

Dear Mr. Howard:

SUBMISSION OF REVISED PAGES FOR SAN JOAQUIN COUNTY'S CalWORKs PLAN

Enclosed are revised pages of San Joaquin County's CalWORKs Plan. The changes were made as the result of suggestions offered during the review process and were discussed with Ms. Diane Just. The revised pages are as follows:

Pages 18, 19 & 20 - Section (g) CHILD CARE AND TRANSPORTATION SERVICES. Information was added to clarify our intent.

Page 31- Section (j) PERFORMANCE OUTCOMES TO MEET LOCALLY ESTABLISHED OBJECTIVES. The method of tracking and reporting was added.

Page 40 - Section (p) COMPLIANCE WITH REQUIREMENTS OF CALWORKs. Information was added on how we intend to exercise the option of requiring participation of 32 hours per week prior to July 1, 1999.

If you have any questions regarding the revisions to our CalWORKs Plan, please do not hesitate to contact me at (209) 468-1650 or Bobbie Fasano, Deputy Director CalWORKs, at (209) 468-9400.

Sincerely,

A handwritten signature in dark ink, appearing to read "J. Vera", is written over a horizontal line.

John R. Vera
Director

Attachments

SECTION 10:
FORMAL GRIEVANCE PROCEDURE

- 10.1 Client meets with GAIN EW to identify the area of grievance. After review of the grievance, the GAIN EW will determine if the grievance has merit and develop an appropriate remedy with the client, or reject the grievance as having no merit.
- 10.2 If the client is unsatisfied with the GAIN EW finding, the client may request review by the GAIN EW Unit Chief. As with the GAIN EW, the GAIN EW Unit Chief will review the area of grievance and either approve and develop a remedy or disapprove the grievance.
- 10.3 Clients still not satisfied may request review by the GAIN Program Manager, who will review and approve or reject the grievance.
- 10.4 Clients not satisfied with the GAIN Program Manager's decision may request review by the Deputy Director, Income and Maintenance Bureau. Acting as the HSA Director's designee, the decision of the Deputy Director will be final.

During this process, clients will be advised of their rights, roles and responsibilities under GAIN. Clients will also be advised of their right to other remedies such as State Hearings, and of their right to legal advice and the address where such advice may be obtained.



Human Services Agency

P.O. Box 201056 • 102 South San Joaquin Street • Stockton, CA 95201-3006 • (209) 468-1000

John R. Vera
Director

December 17, 1997

Mr. Curtis Howard
Welfare to Work Division
California Department of
Social Services
744 P Street, MS 9-701
Sacramento, CA 95814

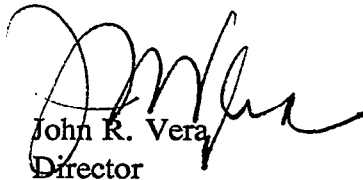
Dear Mr. Howard:

SUBMISSION OF CalWORKs PLAN FOR SAN JOAQUIN COUNTY

Enclosed is a copy of the San Joaquin County CalWORKs Plan which was approved by the Board of Supervisors on December 16, 1997. The Plan was completed in accordance with the instructions outlined in AB 1542 and the California Department of Social Services All County Letter 97-54.

If you have any questions regarding the plan for San Joaquin County to implement the provisions of the California Work Opportunity and Responsibility to Kids (CalWORKs) program, please do not hesitate to contact me at (209) 468-1650 or Bobbie Fasano, Deputy Director CalWORKs, at (209) 468-9400.

Sincerely,


John R. Vera
Director

Attachment

c: David Baker, County Administrator
County Board of Supervisors

Before the Board of Supervisors

County of San Joaquin, State of California

MOTION:

CABRAL / MARENCO

B- 97-

1487

**APPROVAL AND AUTHORIZATION TO SUBMIT A PLAN TO THE CALIFORNIA
DEPARTMENT OF SOCIAL SERVICES TO IMPLEMENT WELFARE-TO-WORK
ACTIVITIES UNDER THE CALIFORNIA WORK OPPORTUNITY AND
RESPONSIBILITY TO KIDS (CalWORKs) PROGRAM**

THIS BOARD OF SUPERVISORS DOES HEREBY approve the San Joaquin
County Human Services Agency CalWORKs Plan and hereby authorizes the Chairman
of the Board to sign all necessary documents relating to the plan.

I HEREBY CERTIFY that the above order was passed and adopted on
by the following vote of the Board of Supervisors, to wit:

DEC 16 1997

AYES: BARBER, CABRAL, MARENCO, GUTIERREZ, SIMAS
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

LOIS M. SAHYOUN
Clerk of the Board of Supervisors
County of San Joaquin
State of California



SAN JOAQUIN COUNTY

CalWORKs Plan



Submitted On: _____

Prepared by:

John R. Vera, Director

Bobbie J. Fasano, Deputy Director Employment Services Bureau

Jan Borders, Deputy Director Benefits Bureau

Richard J. Vote, Deputy Director Administration

Barbara Earley, Program Assistant Linda Valadez, Program Assistant

This plan is submitted pursuant to Section 10531 of the Welfare and Institutions Code required by The Welfare to Work Act of 1997, AB 1542.

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EXECUTIVE SUMMARY

The San Joaquin County CalWORKs program will include a full range of services adequate to ensure that each participant has access to the needed activities and services which will enable him or her to transition from welfare dependency to employment. This endeavor will be undertaken through a collaborative, cooperative and partnership approach with public, private and non-profit service providers.

Case management and supportive services will be an integral component of the program to increase the participants ability of becoming successful. Case management staff will work closely with the participants in the program from intake to the development of the Welfare-to-Work Plan, to monitoring the participants' progress in work related activities, to job placement and post placement and re-employment services.

Staff training and retraining will be provided to build the capacity for their new role in this program. Collocation and integration of staff in the intake, benefits, and employment services bureaus of the department will provide a system of seamless services. A strong emphasis on employment will permeate all components of the San Joaquin County CalWORKs program. The message, "Work is the Key", will be carried out by all staff involved with applicants/recipients, including service providers. Service providers will be provided with information on the resources available to assist our participants while they are enrolled in a work related training program.

In order to we meet the mandates and goals of the federally enacted Temporary Assistant for Needy Families (TANF) program, Public Law 104-193, and the California Work Opportunity and Responsibility to Kids (CalWORKs) program, Assembly Bill 1542, all education and job training services must lead to employment. The staff of the San Joaquin County Human Services Agency will work with education and job training providers to identify programs which have a connection to the labor market.

To assist in the development of this plan, the San Joaquin County Human Services Agency initiated input from a wide range of public and private organizations. These relationships will be continued beyond the submittal of this plan to assist in the successful implementation of CalWORKs in our county.

(1) Major Program Goals:

1. To provide services to adults and children in San Joaquin County who are at risk through the provision of temporary economic assistance, diversion services to reduce or eliminate the need for public assistance, increase the health and well being of children, promotion of personal responsibility, and the availability of education and job training services which will lead to employment and self-sufficiency.
2. To provide intervention services such as drug or alcohol abuse, mental health and domestic violence counseling which create barriers to

applicants and recipients from becoming employed.

3. To meet the Federal Participation Rates established by H.R. 3734.
4. To establish a coordinated, collaborative approach in the delivery of services, eliminating unnecessary duplication of services and maximizing the use of available community resources.

Major Program Objectives:

1. Strengthen families by reducing dependence of needy parents and caretakers on government benefits through the promotion of job preparation and work.
2. Increase employment and income among families receiving public assistance by encouraging full-time or part-time jobs which facilitate the acquisition of good work habits. It is expected that part-time or entry level jobs will lead to full-time employment and increased wages.
3. Increase the number of recipients participating in the required number of hours in the allowable work activities.
4. Utilize diversion services to reduce reliance on public assistance, keep applicants from becoming long-term recipients, and utilize community-based resources.
5. Reduce recidivism and move participants toward self-sufficiency by utilizing employment retention and re-employment services using a variety of counseling, crisis intervention, transportation, additional job.

training and other services.

6. Through a collaborative effort with the San Joaquin County D.A.'s Office, increase the rate of child support payments and collections.
7. Impose the expectation that individuals receiving public assistance are expected to go to work.
8. Promote the message that "Work is the Key" to self-sufficiency and independence and that lifelong education will lead to increased earning potential.
9. Eliminate unnecessary duplication of services and costs by exercising the use of existing training, education and supportive services available in the community.
10. Reduce teen pregnancy through partnerships with schools and other agencies which focus on education and prevention.
11. Refocus the purpose of public assistance from an Income Maintenance Program to a Self-Sufficiency/Work Oriented and Outcome Based Program.
12. Operate the program according to sound management principles and recognized fiscal standards to achieve savings and cost effectiveness.

(2) Major Program Elements:

The major program elements which will contribute to the aforementioned goals and objectives include the following:

- Diversion services will be utilized to reduce reliance on public assistance and to keep applicants from becoming long-term recipients.
- Orientation to the participants on the Welfare-to-Work program, including TANF requirements, time limitations and rights and responsibilities.
- Appraisal to inform the participants of the requirement to participate in the program, provide a description of the supportive services available, and obtain information on the client's employment history and skills.
- Job Search/Job Club services will be provided to participants to teach them job seeking and interviewing skills, resume preparation, and to inform them of the local labor market and employer expectations.
- Assessment will be provided to participants who are unable to find a job. Each participant will participate in the development of a Welfare-to-Work plan that will include the participant's work and educational history, an inventory of his/her employment skills, knowledge and abilities, physical and mental limitations, educational competency level, and need for supportive services. The plan will include an evaluation of the participants' chances for employment with their current skills in consideration of the local labor market conditions and local labor market

information, and the identification of available resources to deliver the needed services or activities.

- Allowable Work Activities will be provided to participants based upon the need(s) identified during the assessment and documented in the Welfare-to-Work plan. The allowable work activities to be provided are described under Section (d) of this plan. Concurrent enrollment into allowable work activities will be undertaken, when appropriate, to ensure compliance with the required hours of participation and completion of training within the time limitations imposed.
- Mental Health, Substance Abuse and Domestic Violence Services will be available for participants in need of such services. The goal of these services are to provide treatment for those barriers that may limit or impair the participants ability to work.
- Supportive Services such as child care, transportation, ancillary expenses, and personal counseling will be available to all participants to permit participation in assigned program activities or to obtain employment.

(a) **COLLABORATION WITH PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING AND SUPPORTIVE SERVICES**

(Briefly describe how the county will work with other public and private agencies to provide the necessary training and support services.)

San Joaquin County has a wide variety of public and private agencies available to provide the necessary training and support services. Lodi, Manteca, Stockton and Tracy Unified School Districts offer adult education and vocational skills training. San Joaquin Delta College also offers training opportunities both in educational areas and vocational skills training. In addition, various other agencies, including proprietary schools and community-based organizations, offer training programs funded through the Employment and Economic Development Department/Private Industry Council Job Training Partnership Act (JTPA), Targeted Assistance or other funded sources.

The San Joaquin County Human Services Agency intends to fully utilize the available resources to meet the necessary training and support services needed by our clientele. Access to these resources will be made through inter-agency agreements, memoranda of understanding, and through contracts for services.

Attachment 1 includes a complete copy of the Employment and Economic Development Department/ Private Industry Council's 1997 Vocational Training Directory which includes program descriptions and listings of the various service providers. This directory will be used by staff as one resource to match the participant to the appropriate public or private training provider.

Family Resource and Referral Agency. Stage I funding for child care will be handled through the San Joaquin County Human Services Agency. Stage II and III funding will be handled by the State Department of Education. The Family Resource and Referral Agency will also be responsible for obtaining the Trustline Agreements for licensed exempt child care providers.

Other supportive services costs, such as books, tuition, clothing, personal counseling etc., will be paid to the vendor, training provider or through direct payment to the participants.

Transportation assistance will be provided in a variety of ways including the purchase and issuance of bus passes and direct mileage reimbursement to the participant when public transportation is not available. Local public transportation, such as SMART, Tracy Transit system, Lodi Grape Line, County Area Transit, Dial-A-Ride, vanpools, carpools, and commercial carriers, will be used to the maximum extent possible based upon availability.

REFUGEE EMPLOYMENT SERVICES PLAN

Welfare-to-Work activities will be coordinated with the San Joaquin County Refugee Services Plan.

(b) PARTNERSHIPS WITH THE PRIVATE SECTOR TO IDENTIFY JOBS

(Briefly describe the county's partnerships with the private sector, including employers, employer associations, the faith community, and central labor councils, and how these partnerships will identify jobs for CalWORKs program recipients.)

In recognition of the importance to link the welfare-to-work program with the employer community, the San Joaquin County Human Services Agency joined the chambers of commerce in Lodi, Manteca, Stockton, Tracy, and the Mexican-American Chamber of Commerce. Membership allows staff the opportunity to meet with business representatives in each of these communities and to identify employment prospects for our clientele.

In addition, a San Joaquin Business Advisory Team was established to advise the department and the County in the development of this plan. The San Joaquin Business Advisory Team (SJBAT) is composed of concerned business leaders, representatives of economic development organizations, faith community, chambers of commerce, employment services and organized labor. The purpose of the SJBAT was to:

1. identify job opportunities in San Joaquin County for welfare recipients;
2. identify and recommend the types of job training needed to move welfare recipients into the labor force;
3. identify and recommend the types of supportive services needed to enable welfare recipients to move into and remain in the labor force;
4. Identify and recommend the necessary post employment services to be.

provided to welfare recipients who become employed; and

5. Identify the concerns/ barriers the employer community may have regarding the hiring of welfare recipients.

The San Joaquin County Human Services Agency staff also serve on boards or have membership affiliation with other organizations which have a direct connection to employment and jobs. Those organizations include the:

- San Joaquin County Private Industry Council
- Employer Advisory Council
- Advisory Board for the San Joaquin one-stop career center system
- San Joaquin Partnership Community Coordination Committee (economic development agency)
- San Joaquin Delta College Small Business Advisory Board

Another important linkage in the identification of jobs for welfare clients is the co-location of a representative from the State Employment Development Department at the San Joaquin County Human Services Agency. Our department also has two (2) computers with direct access to EDD's SHARE job order system. This direct access allows case management staff and participants alike to see what jobs are available throughout the State of California. Linkage to the EDD CalJOBS job order system is also being planned.

(c) LOCAL LABOR MARKET NEEDS

(Briefly describe other means the county will use to identify local labor market needs.)

Employment data is vital to any community concerned about its economic progress. Employment data serves as one of the key indicators of a region's economic success. Local employment data will be used to assist our efforts in moving welfare recipients into the labor market, to identify employment growth and declines and help in determining how to invest resources into appropriate training programs.

San Joaquin County Private Industry Council

The San Joaquin County Private Industry Council annually produces the Occupational Outlook Report and the Vocational Training Directory. These documents include information on labor market findings, trends, employment projections, occupational profiles, and a listing of the public and private vocational training providers. Both of these documents will be used to identify job training and labor market needs in San Joaquin County.

Employment Development Department

Information available through the local offices of the Employment Development Department will also be used to help us identify employment opportunities for our clients. Job postings listed on the State EDD SHARE system will be reviewed on a daily basis. Reports published on future labor market needs will also be utilized to help guide policy development on employment strategies.

Business Advisory Team

The San Joaquin County Human Services Agency will work with members of the local Business Advisory Team to identify employment opportunities for welfare recipients. The Business Advisory Team includes representatives from the private sector business community, economic development, organized labor organizations, faith community, chambers of commerce, the State Employment Development Department and private employment agencies.

Other resources which will be used for the identification of local labor market needs include, but are not limited to information obtained from:

- San Joaquin Partnership (local economic development agency)
- Chambers of Commerce
- Telephone or mail surveys
- Local newspapers
- San Joaquin Council of Government Research and Forecasting Center
- San Joaquin County Economic Development Association

(d) **WELFARE-TO-WORK ACTIVITIES**

(Each county is expected to offer a range of services adequate to ensure that each participant has access to needed activities and services to assist him or her in seeking unsubsidized employment. Indicate the activities which will be provided and those which will not be provided.)

Participants will be provided the widest range of welfare-to-work services to prepare them for employment at the earliest possible date and to reduce the need for government assistance. San Joaquin County intends to provide the welfare-to-work activities identified below:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Unsubsidized employment | <input checked="" type="checkbox"/> Work Study |
| <input checked="" type="checkbox"/> Subsidized private sector employment | <input checked="" type="checkbox"/> Self Employment |
| <input checked="" type="checkbox"/> Subsidized public sector employment | <input checked="" type="checkbox"/> Community Service |
| <input checked="" type="checkbox"/> Work Experience | <input checked="" type="checkbox"/> Job Search and Job Readiness Assistance |
| <input checked="" type="checkbox"/> On-the-Job Training | <input checked="" type="checkbox"/> Job Skills related to employment |
| <input type="checkbox"/> Grant-based OJT* | <input type="checkbox"/> Supported Work* |
| <input checked="" type="checkbox"/> Vocational Education and Training | <input type="checkbox"/> Transitional Employment* |
| <input checked="" type="checkbox"/> Education related to employment | <input checked="" type="checkbox"/> Mental Health and Substance Abuse Services tied to welfare-to-work activities. |
| <input checked="" type="checkbox"/> Adult Basic Education (ABE,GED,ESL) | <input checked="" type="checkbox"/> Domestic Violence Services |

*A plan addendum may be submitted to add these activities. Due to the administrative burdens required of these programs, we do not plan to offer them during the initial implementation of CalWORKs.

(e) SUBSTANCE ABUSE AND MENTAL HEALTH TREATMENT SERVICES

(Briefly describe how the welfare department and the county alcohol and drug abuse program will collaborate and utilize new funds.)

Plan for Substance Abuse Services

The San Joaquin County Human Services Agency has collaborated with the San Joaquin County Office of Substance Abuse on the effective delivery of substance abuse services for welfare recipients. A Memorandum of Understanding (MOU) will be entered into between these two County departments specifying the services to be provided. The MOU will include language regarding the utilization of new funds available under AB 1542 for substance abuse services, and that such funds should be used to maximize the federal financial participation through Title XIX of the federal Social Security Act. Participants who are referred to substance abuse treatment services will be required to use Medi-Cal services or any other health care coverage before funding from the substance abuse/mental health allocation is used.

San Joaquin County hereby certifies that the substance abuse treatment services to be available through the San Joaquin County Office of Substance Abuse will include at least the following:

- evaluation;
- case management;
- substance abuse treatment;
- employment counseling; and the
- provision of community service jobs.

The San Joaquin County Human Services Agency staff will conduct an initial appraisal of each participant to determine any barriers or exemptions from participation. Any participant which indicates they have or is suspected of having a substance abuse problem will be referred to the San Joaquin County Office of Substance Abuse for evaluation and services deemed necessary. Staff from both the San Joaquin County Human Services Agency and the San Joaquin County Office of Substance Abuse shall confer on the development of a treatment and Welfare-to-Work plan.

San Joaquin County has not identified any additional services that will be provided for substance abuse. If additional services are identified, an addendum to the plan will be submitted.

Plan for Mental Health Services

(Briefly describe how the welfare department and the county department of mental health will collaborate and utilize new funds to provide mental health services.)

The San Joaquin County Human Services Agency has collaborated with the San Joaquin County Mental Health Services staff on the effective delivery of mental health services for welfare recipients. A Memorandum of Understanding (MOU) will be entered into between these two County departments specifying the services to be provided. As in the case described above for substance abuse services, the MOU will include language regarding the utilization of new funds available under AB 1542 for mental health services, and that these funds should be used to maximize the federal financial participation through Title XIX of the federal Social Security Act. Participants who are referred for mental health services will be required to use Medi-

Cal services or any other health care coverage before funding is used from the substance abuse/mental health allocation.

San Joaquin County hereby certifies that the mental health services to be provided by the San Joaquin County Mental Health Services department will include at least the following:

- assessment;
- case management;
- treatment and rehabilitation services;
- identification of substance abuse problems; and
- a process for identifying individuals with severe mental disabilities.

The San Joaquin County Human Services Agency staff will conduct an initial appraisal of each participant to determine any barriers or exemptions from participation. Those participants indicating a barrier to services due to a mental health problem will be referred to the San Joaquin County Mental Health Services department for an assessment. Case management and treatment and/or rehabilitation services shall be provided for those deemed necessary. Treatment in mental health services may be offered as the sole activity or be provided concurrently with another welfare-to-work activity based upon the recommendation of the San Joaquin County Mental Health Services staff.

(f) MENTAL HEALTH SERVICES AVAILABLE AFTER TIME LIMITS

(Briefly describe the mental health services available for recipients who have exceeded the 18 or 24 month time limit.)

All mental health services will continue by the San Joaquin County Mental Health Services department for participants who have exceeded the 18 or 24 month time limit if they are receiving "Coordinated Mental Health Services". Coordinated Mental Health Services are provided to those who are seriously mentally ill and are provided regardless of insurance. Those who are receiving "Brief Services" may continue, depending on their circumstances, including their ability to benefit from the service, and the amount of service deemed necessary to complete their treatment plan.

San Joaquin County Mental Health Services plans to develop support services for participants who have been identified with mental health obstacles to employability. The support services will act as follow-up services or after-care services for participants who have graduated from exempted categories and are re-entering the job search program. Support groups will also be available and open to participants who are in job search or other work related training activities to bolster their continued participation.

Staff from the San Joaquin County Mental Health Services department will be co-located with the job search training provider(s) to facilitate services to participants.

(g) CHILD CARE AND TRANSPORTATION SERVICES

(Briefly describe how child care will be provided to participants and for families transitioning off aid. Identify the criteria for exemptions from participation in activities for parents with primary responsibility for infants. Describe the criteria used to determine the period of time a parent or other relative will be exempt considering the availability of infant child care, local labor market conditions, and any other factors. Describe how the county will ensure parents needing child care services can access the Resource and Referral Agency.)

Child Care

San Joaquin County plans to implement a seamless child care system for participants with children ages 10 and under. The local Family Resource and Referral Center will manage all three stages of child care under contract with the State Department Education, Child Development division for (stages two and three) and the Human Services Agency for stage one.

A participant requesting help in locating or paying for child care will be referred to a Family Resource and Referral Center counselor. The Family Resource and Referral Center will be responsible for:

- providing information about child care availability and selection in the county;
- assisting families to establish stable child care arrangements, including licensed or license-exempt care as quickly as possible;
- obtaining and processing Trustline registrations and Health and Safety certification as designated by the state for license-exempt providers;
- determining appropriate funding sources and proper child care funding stages in collaboration with HSA staff;
- establishing family fees (when applicable) and adhering to maximum payment

rates according to state guidelines;

- verifying parents choice of providers to receive payment;
- issuing child care payments directly to providers;
- coordinating with the San Joaquin County Human Services agency staff in verifying attendance and participation of participants; and
- issuing adequate and timely notices of action to participants concerning their child care payments.

Family Resource and Referral Center staff will be co-located with the San Joaquin Human Services Agency staff to the extent possible to assure effective service delivery and open communication.

Transition

Transition to the three stage consolidated child care system contracted to the local Family Resource and Referral Agency is expected to take place incrementally over a six month period beginning January 1998. During the transition period, child care payments will be made through the existing system, thus assuring no break in service for child care payments.

Exemptions for Parent or Other Relative

Participants (parent or other relative) with the primary responsibility for providing care to a child between six (6) months and one (1) year of age may be exempted from participation in CalWORKs activities. Exemptions are available on a case-by-case basis, and are based on the criteria identified below. The period of exemption may be reduced to the first twelve (12) weeks after the birth or adoption of a child. Participants will only be exempt once under this clause. A participant who received an exemption pursuant to the aforementioned shall be exempt from participation in CalWORKs activities a period of twelve (12) weeks upon the birth or adoption of any subsequent children, except that this period may be extended on a case-by-case basis to six (6) months, based on the criteria below.

Exemption Criteria 1) availability of child care, 2) availability of transportation, 3) local labor market conditions-availability of jobs, and 4) other reasons, i.e., the participant's job history, educational status, and poor history of compliance with CalWORKs requirements.

The length of any exemption will be determined by an assessment of the participant's barriers, the future availability of support services, and the potential of job readiness of the participant.

assessment of the participant's barriers, the future availability of support services, and the potential of job readiness of the participant.

Local Child Care Planning Council

The Child Care Planning Council of San Joaquin County (CCPC), jointly sponsored by the Board of Supervisors and the County Office of Education, is comprised of 35 active members whose representation follows the guidelines of AB 2141. Human Services Agency staff is working jointly with the CCPC to develop a comprehensive and coordinated child care subsidy system.

Child Care Welfare Reform Work Group

A Child Care Welfare Reform Work Group (a sub-committee of the local CCPC) with representatives from the Human Services Agency has established guiding principles for the county's child care welfare reform effort as follows:

1. The child care subsidy system has the dual goal of supporting parental employment and family self-sufficiency while ensuring and promoting the sound development of children in child care settings.
2. High quality child care provides an essential support to the local economy and a strong work force. Child care, regardless of setting or funding source, should contribute positively to the child's development ensuring safety, reliability, and continuing of care.
3. Parents have the right to choose the child's care provider. The Child Welfare Reform Work Group agrees with research findings that indicate there is no one

form of care right for all children and all families and believes that high quality programs may be found in all types of settings and operated by different program sponsors (e.g., public, private, nonprofit, private-for-profit).

4. The goal of San Joaquin County's child care system should be to build the capacity of all providers-licensed and exempt-to provide safe, quality care and to encourage unregulated providers to become licensed.
5. Increasing numbers of children and families have complex and multiple needs; the child care provider needs special training, education, and support to meet those needs.

Child Care Coordinator

The Human Services Agency has appointed a staff member as a child care coordinator to work with the local CCPC, the Family Resource and Referral Center and the San Joaquin County Office of Education Child Care Coordinator, to assure participant access to child care and adherence to federal and state supportive services requirements.

Training for Child Care Providers

- Plans to provide training for participants to become licensed child care providers are currently underway by the San Joaquin Delta Community college and the San Joaquin Housing Authority in conjunction with the Family Resource and Referral Center.

- The San Joaquin Family Resource and Referral Agency will provide education and training for license-exempt providers as a service of the seamless child care contract.

Transportation

(Briefly describe how transportation services will be provided.)

Transportation assistance for CalWORKs participants will be provided in a variety of ways including the purchase and issuance of bus passes and direct mileage reimbursement when public transportation is not available. Local transportation such as SMART, Tracy Transit, Lodi Grape Line, County Area Transit, Dial-A-Ride, vanpools, carpools and commercial carriers, will be used to the maximum extent possible.

San Joaquin County Human Services Agency in collaboration with the San Joaquin Regional Transit District (SMART) are developing a transportation plan designed to move CalWORKs participants from welfare-to-work by maximizing the use and availability of public transportation.

The San Joaquin Regional Transit District provides coverage with 33 bus routes throughout the City of Stockton and between the major cities of Lodi, Lathrop, Manteca and Tracy as well as commuter routes to BART, Livermore, Dublin, Napa, Pleasanton, Sacramento, Santa Rosa, Sunnyvale and San Ramon. Bike racks and wheelchair lifts are installed on all fixed route buses to provide greater access to the communities served. Bus route schedules will be available at the Human Services

Agency and are on the INTERNET (www.transit.infor.com/SMART) for participants to access route information.

Dial-A-Ride services are available to ADA certified individuals. A general public Dial-A-Ride will soon be provided to the general public in rural areas of the county where ridership is not significant enough to warrant fixed service (90% of the residents in Stockton live within ½ mile of a fixed transit route). In addition, public transit van pools could provide transportation for participants who work outside of the county beginning in the Spring of 1998.

San Joaquin County will continue to work with the San Joaquin Regional Transit District and other potential carriers to meet the needs for service at extended hours and in areas outside the current transit routing system.

We are currently exploring options to provide payment to participants for public transit bus passes or as reimbursement for the use of private transportation when necessary.

The San Joaquin Regional Transit District has agreed to expand the locations where bus passes can be purchased in order for clients to have better access to public transportation.

(h) COMMUNITY SERVICE PLAN

(Describe the county's plan for providing community service. This should include a description of the process the county will follow to determine where community service assignments will be located, and the agencies/entities that will be responsible for project development, fiscal administration, and case management services. If it is not known, the county may provide an addendum to the plan.)

San Joaquin County will provide community service activities for participants who reach their 18 or 24 month time limit on aid, and may offer this component to other participants to assist them in meeting their participation rates. The general requirements of our community service plan will be developed in collaboration with community partners including, but not limited to the following:

- San Joaquin County Human Services Agency
- Local education agencies
- Organized labor
- Local private sector employers
- Downtown Stockton Alliance
- City and county government representatives
- Community-based organizations
- Private Industry Council
- United Way
- Volunteer Services Department of the San Joaquin County Office of Education

The goal of this planning process is to identify:

- Unmet community needs that could be met through community service activities.

- The target population to be served.
- Entities responsible for project development, fiscal administration, and case management services.
- The terms of community service activities, that, to the extent feasible, shall be temporary and transitional, and not permanent.
- Supportive efforts, including job search, education, and training, which shall be provided to participants.

Minimum Criteria for Community Service Activities

Community service activities in San Joaquin County shall meet all of the following criteria:

- Be performed in the public and private nonprofit sector.
- Provide participants with job skills that can lead to unsubsidized employment.
- Comply with the antidisplacement provisions contained in Section 11324.6 of AB 1542.

Participation In Community Service Activities

Participants shall be required to participate in community service activities when:

- the participant has received their full term of welfare-to-work activities and has reached their 18 month (including any 6 month extension) or 24 month time limit and the county has certified that no job is currently available.
- the participant or caretaker parent is in a job but wants fewer than the number

of hours required by the County's participation standards.. In this instance the County must also certify that no job is available to complete the required hours.

Supportive Services For Community Service Participants

The following supportive services will be provided to participants in community service:

- Child Care
- Transportation Assistance
- Ancillary Expenses
- Personal Counseling

For participants who have completed their welfare-to-work activities, but participate in community service in order to continue to receive cash assistance, the following supportive services will be provided:

- Child Care
- Transportation Assistance

Location of Community Service Assignments

To the extent feasible, community service activities will:

- Be developed to match the geographical location of where large populations of CalWORKs participants reside.
- Be accessible for participants to get to and from work assignments by public transportation.

Plan Addendum

Once details of the Community Service Plan is developed, an addendum to our Plan will be submitted.

(I) WORKING WITH VICTIMS OF DOMESTIC VIOLENCE

(Briefly describe how the county will provide training for those county workers who will be responsible for working with CalWORKs recipients who are victims of domestic violence. Describe the criteria to be used to determine good cause to waive program requirements for victims of domestic violence.)

All Eligibility Workers in the San Joaquin County Human Services Agency who work with CalWORKs applicants and recipients will receive training in:

- How to identify victims of domestic violence.
- What criteria will be used to waive program requirements for victims of domestic violence.
- How to refer victims for treatment/other services.
- How to determine when it is appropriate to make treatment a work activity.

Training will be provided by the District Attorney's office Domestic Violence Unit, the Women's Center of San Joaquin County and The Center for Human Services Training and Development at the University of California, Davis.

Criteria to be used to determine good cause in waiving program requirements for victims of domestic violence include, but are not limited to:

- Disruption in victim's housing accommodations.
- Demonstrated inability of victim to perform normal day-to-day activities due to past, current or threat of future abuse.
- Involvement in legal proceedings that would prevent consistent participation in a work activity.
- Determination that participation in a work activity would create obstacles to the victim's successful escape from the abusive situation.

The worker's approach in dealing with participants identified as domestic violence victims would include:

- Referrals to agencies that would assist in the victim's escape of the situation; provide counseling/treatment; and/or provide legal assistance.
- Requiring participation in work activities to the extent the victim is able.
- Establishing that there is good cause for waiving program requirements when necessary.
- Determining the length of time program requirement(s) are to be waived.
- Ensuring confidentiality.

(j) PERFORMANCE OUTCOMES TO MEET LOCALLY ESTABLISHED OBJECTIVES
(Please indicate whether there were any local program outcome objectives identified during the CalWORKs plan development process and how the county proposes to track those outcomes.)

The following performance outcomes will be measured to meet local objectives:

- Reduction in the number of families on welfare.
- Increase in the number of job placements.
- Increase in earnings of families on welfare.
- Increase in the number of families going off aid due to earnings.
- Increase in the federal work participation rates.
- Increase in child support payments from the noncustodial parent.
- Reduction in teen pregnancy.
- Reduction of poverty for families and children.
- Demand and availability for child care services.
- Increase or decrease for domestic violence services.
- Increase or decrease for substance abuse and mental health services.
- Increase or decrease reports on child abuse.
- Increase or decrease for General Relief Assistance.

San Joaquin County proposes to track and report the above performance outcomes through a variety of means, including but not limited to the following:

- 1) Information available through the SAWS System;
- 2) Information available through the GEMS System;
- 3) Ad hoc reports (SAWS and GEMS);
- 4) SAWS 7 income reports;
- 5) Data and reports provided by service providers; and
- 6) Monthly management reports produced in-house.

k) PUBLIC INPUT TO THE COUNTY PLAN

(Briefly describe the means the county used to obtain broad public input in the development of the CalWORKs plan.)

San Joaquin County Human Services Agency participated in a Welfare Reform Seminar conducted in November 1996. Panelists included representatives from a variety of service agencies in San Joaquin County. The purpose of the seminar was to share information with other public agencies about how federal Welfare Reform would impact those we serve.

A Speakers Bureau of thirty-five (35) agency staff was organized to give scripted presentations on Welfare Reform. As of October 1997, the agency has made eighty-five (85) Welfare Reform presentations to a variety of community organizations and client groups. An agency representative also participated in a local radio broadcast and was a panelist on a local cable television show.

A survey of AFDC applicants and recipients was conducted in March and April 1997 to determine what barriers would need to be overcome in helping our clients obtain and retain employment. A revised survey is in development to query more of our recipients about these same issues.

In June of 1997, a Welfare Reform Hotline was established in six languages for callers to leave questions about Welfare Reform and to request a speaker for presentation on this subject.

On August 16, 1997, a Welfare Reform Symposium was held in Stockton. The host and moderator of this event was Michael Fitzgerald of The Record. The symposium included a panel discussion on the changes effecting public assistance. This program was taped for rebroadcasting on three (3) separate occasions on cable television.

Two client focus groups were held in September 1997, with the purpose of identifying barriers to employment. Six more sessions are planned to include other clients in other cities in the county as well as non-English speaking groups.

A video tape explaining the CalWORKs legislation was produced in September by members of our Speakers Bureau and the Indochinese News Agency. The video runs approximately ten minutes and is done in English, Spanish, Lao, Hmong, Cambodian and Vietnamese. The tape will soon be available to community-based organizations in the county for use in educating the clientele they serve.

A CalWORKs Technical Assistance Group was organized in September 1997 that includes county department heads, school executives, directors of local transportation systems and child care organizations. The purpose of the group is to assist the Human Services Agency in developing the County plan. It is expected that these representatives will provide staff as needed to work on specific committees.

A Business Advisory Team was developed with assistance from the Greater Stockton Chamber of Commerce. This group includes business leaders, representatives of economic development organizations, chambers of commerce, employment services and organized labor. The Business Advisory Team assisted in the development of the CalWORKs Plan and was asked to identify:

- job opportunities for welfare recipients in San Joaquin County;
- the type of job training needed to move welfare recipients into the labor force;
- the supportive services needed to enable welfare recipients to move into and remain in the labor force;
- the necessary post employment services to be provided to welfare recipients who become employed; and
- the concerns/barriers the employer community had regarding the hiring of welfare recipients.

The Business Advisory Team will also be involved in the review of the vocational programs developed by education providers. This will assist the County in identifying the programs which lead to employment.

Focus group and Town Hall meetings with elected representatives and community-based organizations began in November 1997. The purpose of these meetings is to obtain information and input on the development of the CalWORKs Plan in relation to the services needed and recommended for our clientele. It is expected that these meetings will continue through implementation of CalWORKs. The agency anticipates recommendations, suggestions, and comments related to early results of CalWORKs.

(I) SOURCE AND EXPENDITURES OF FUNDS

See Attachment 2.

(m) ASSISTING FAMILIES TRANSITIONING OFF AID

(Briefly describe how the county will work with families transitioning off aid due to employment or time limits.)

San Joaquin County will offer the following services and assistance to those families transitioning off aid due to time limits and employment. These services will be provided subject to the availability of resources and are intended to assist in the successful ability of families to become self sufficient.

Transition Services Due to Employment

- Supportive services such as child care and transportation assistance including case management will be provided to participants for a period of up to 12 months following employment.
- Medical benefits (Medi-Cal) and Food Stamps will be available for those who qualify for such benefits.
- Job retention services to assist employed individuals to remain on the job, i.e., job counseling and referral to other appropriate community resources.

Transition Services Due To Time Limits

- Individuals who have received the maximum amount of welfare-to-work activities and refused to accept available employment, failed to comply with the welfare-to-work plan, or refused community service, will be ineligible for cash aid.

- If an individual has not become employed within the allowable time limit for applicants (18 months and exhausted any extension granted) or recipients (24 months) the individual will be provided community service and job search assistance until they reach the 60 month maximum time limit.

(n) JOB CREATION

(Describe the efforts the county plans to pursue relating to the Job Creation plan required for funding through the Job Creation Investment Fund.)

The San Joaquin County Board of Supervisors will submit an application for the seed money made available through the Job Creation Investment Fund to develop an economic development plan which will lead to the creation of jobs and employment opportunities for welfare recipients in San Joaquin County.

(o) OTHER ELEMENTS

(Include a description of any pilot projects that the county may wish to pursue.)

San Joaquin County is interested in pursuing pilot or demonstration projects which will enhance our ability to move welfare recipients from public assistance to self sufficiency. Such pilot or demonstration projects would include, but not be limited to, those which:

- Include coordination of community resources for the hard-to-employ CalWORKs populations.
- Prepare welfare recipients to meet local labor market needs.
- Address the needs of the CalWORKs population in areas of chronic high unemployment.
- More effectively serve highly distressed geographic areas.
- Improve administration of program services to CalWORKs participants.

(p) COMPLIANCE WITH REQUIREMENTS OF CalWORKs

(Prior to July, 1999, counties have the option to require adults in single-parent assistance units to participate up to 32 hours per week. Does your county intend to exercise that option?)

San Joaquin County will ensure the minimum hours required for participation under CalWORKs and the federal legislation. This assurance is based on the mandates of 20 hours of participation beginning January 1, 1998; 26 hours of participation beginning July 1, 1998; and 32 hours of participation beginning July 1, 1999.

Beginning January 1, 1998 or upon certification of the San Joaquin County CalWORKs Plan, the county may enroll single parent TANF participants in welfare-to-work activities for up to 32 hours per week based upon the following criteria:

- 1) the participant volunteers to do so;
- 2) the work site has the need and the participant agrees; and
- 3) concurrent activities account for the need for increased hours and the client agrees.

(q) INTERACTION WITH AMERICAN INDIAN TRIBES

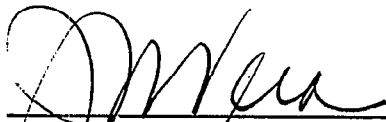
(Describe the discussions that have occurred with respect to administration for the federally recognized American Indian Tribes located within your county.)

According to information provided by the State of California Department of Social Services and the Federal Bureau of Indian Affairs office in Sacramento, San Joaquin County does not have any federally recognized American Indian Tribes. As a result, no discussions occurred with any federally recognized American Indian Tribes on the county's plan to administer the California Work Opportunity and Responsibility to Kids (CalWORKs) program.

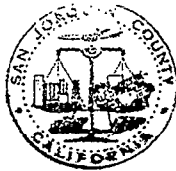
In recognition of the American Indian residents of our county, the San Joaquin County Human Services Agency assures that equitable access to activities will be available to American Indians who are eligible for the CalWORKs program.

CERTIFICATION

This Plan Has Been Developed In Accordance With The Appropriate Federal, State And County Laws And Regulations. The Terms Of This Plan, Including All Certifications Within This Plan, And All Applicable Laws And Regulations Will be Followed During The Implementation And Execution Of This Plan.



John R. Vera, Director
San Joaquin County
Human Services Agency



Edward J. Simas, Chairman
San Joaquin County
Board of Supervisors

DEC 16 1997

Approved for submittal on: _____



Lois M. Sahyoun
Clerk of the Board
San Joaquin County
Board of Supervisors

County Plan Budget 1997/98 State Fiscal Year

ATTACHMENT 2

Section 2

Note: The following categories are for information purposes only and are not an indicator of specific claiming categories

	Total	TANF/State General Fund	CCDBG	Title XIX	County Funds *	Other **
TOTAL CalWORKs Admin & Services Items (A) thru (D)	28,311,186	24,805,514	1,876,686	546,977	1,082,009	
(A) TOTAL CalWORKs Single Allocation Items (1) thru (7)	23,983,964	21,047,450	1,876,686	0	1,059,828	
(1) Benefit Administration	8,002,331	7,233,780	0	0	768,551	
(2) Program Integrity (Fraud)	1,222,055	1,163,410	0	0	58,645	
(3) Staff Development/Retraining	427,130	410,359	0	0	16,771	
(4) Welfare-to-Work Activities	11,425,219	11,238,464	0	0	186,755	
(5) Cal Team	1,008,362	1,001,437	0	0	6,925	
(6) Child Care - 1st half of 1997/98	1,898,867	0	1,876,686	0	22,181	
(7) Other Activities ***	0	0	0	0	0	
(B) Child Care - 2nd half of 1997/98	3,780,245	3,758,064	0	0	22,181	
(C) Mental Health Treatment	248,626	0	0	248,626	0	
(D) Substance Abuse Treatment	298,351	0	0	298,351	0	

* When combined with food stamp administration, the total level of estimated county funds for CalWORKs administration and services should meet the requirement of Section 15204.4 of the W&I Code which specifies that counties expend an amount for these programs that, when combined with the amount expended for the administration of the food stamp program, equals or exceeds the amount expended for corresponding activities in 1996/97.

** If other sources of funding are being made available for an activity, please identify on a separate page.

*** Please identify "other activities" on a separate page.

County Plan Budget 1997/98 State Fiscal Year

Section 1

	Total	FCS	State General Fund	County Funds *	Other **
Food Stamp Administration (For County MOE Purposes)	9,101,356	4,550,678	3,321,995	1,228,683	

- * When combined with food stamp administration, the total level of estimated county funds for CalWORKs administration and services should meet the requirement of Section 15204.4 of the W&I Code which specifies that counties expend an amount for these programs that, when combined with the amount expended for the administration of the food stamp program, equals or exceeds the amount expended for corresponding activities in 1996/97.
- ** If other sources of funding are being made available for an activity, please identify on a separate page.